



# Together We Heal Creative Place Program



7/14/2022



# Land Acknowledgement Resolution

The City of Chicago is located on land that is and has long been a center for Native peoples. The area is the traditional homelands of the Anishinaabe, or the Council of the Three Fires: the Ojibwe, Odawa, and Potawatomi Nations.

Many other Nations consider this area their traditional homeland, including the Myaamia, Ho-Chunk, Menominee, Sac and Fox, Peoria, Kaskaskia, Wea, Kickapoo, and Mascouten.

The City specifically acknowledges the contributions of Kitihawa of the Potawatomi in fostering the community that has become Chicago.

We acknowledge all Native peoples who came before us and who continue to contribute to our City. We are committed to promoting Native cultural heritage.



# Agenda

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# Cultural Grants Program Overview

## Annual Programs

- **Individual Artists Program:** Provides project-based funding for practicing artists.
- **CityArts:** Provides general operating and project grants to Chicago-based, arts and culture-focused, non-profit organizations of all sizes.
- **Neighborhood Access Program:** Provides grants for all types of community-based arts and culture activities.

## Creative Worker Relief Programs

- Provide grants to artists and arts organizations that have lost income due to the COVID-19 pandemic.

## Arts 77 Programs

- **Chicago Presents:** Presenting support for free, public programs.
- **Together We Heal Creative Place Program:** \$5M in arts-based community projects advancing healing and transformation in Chicago's neighborhoods



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# Together We Heal presents Year of Healing 2022





TOGETHER WE HEAL PRESENTS  
**YEAR OF HEALING  
2022**

**REFLECT** ON OUR PAST  
**RECLAIM** OUR PRESENT  
**REIMAGINE** OUR FUTURE

[chi.gov/togetherweheal](https://chi.gov/togetherweheal)





# Together We Heal has a three-pillar healing framework

- 1 **REFLECT on our Past** – educate and engage about past and present racial injustices and structures of racial inequality
- 2 **RECLAIM our Present** – identify lessons learned of the past to inform new values and norms that shift power
- 3 **REIMAGINE our Future** – vision a more inclusive future state and design policies to produce and sustain more equitable outcomes



# ■ ★ Approach to Creative Placekeeping

“...The active care and maintenance of a place and its social fabric by the people who live and work there. It is not just preserving buildings but keeping the cultural memories associated with a locale alive, while supporting the ability of local people to maintain their way of life as they choose.”

SOURCE: United States Department of Arts & Culture



# ★ TWH Creative Place Program is a \$5M investment in arts that promote healing

This program responds to the COVID-19 pandemic that exposed the systemic racism in Chicago's economic and public health system

## Program Goals:

- Activate public spaces
- Promote health and safety
- Encourage movement, dialogue, and connection
- Beautify communities
- Celebrate local culture



TOGETHER WE HEAL  
**CREATIVE PLACE PROGRAM**

**\$5 MILLION**  
to support art projects that promote healing and transformation in neighborhoods

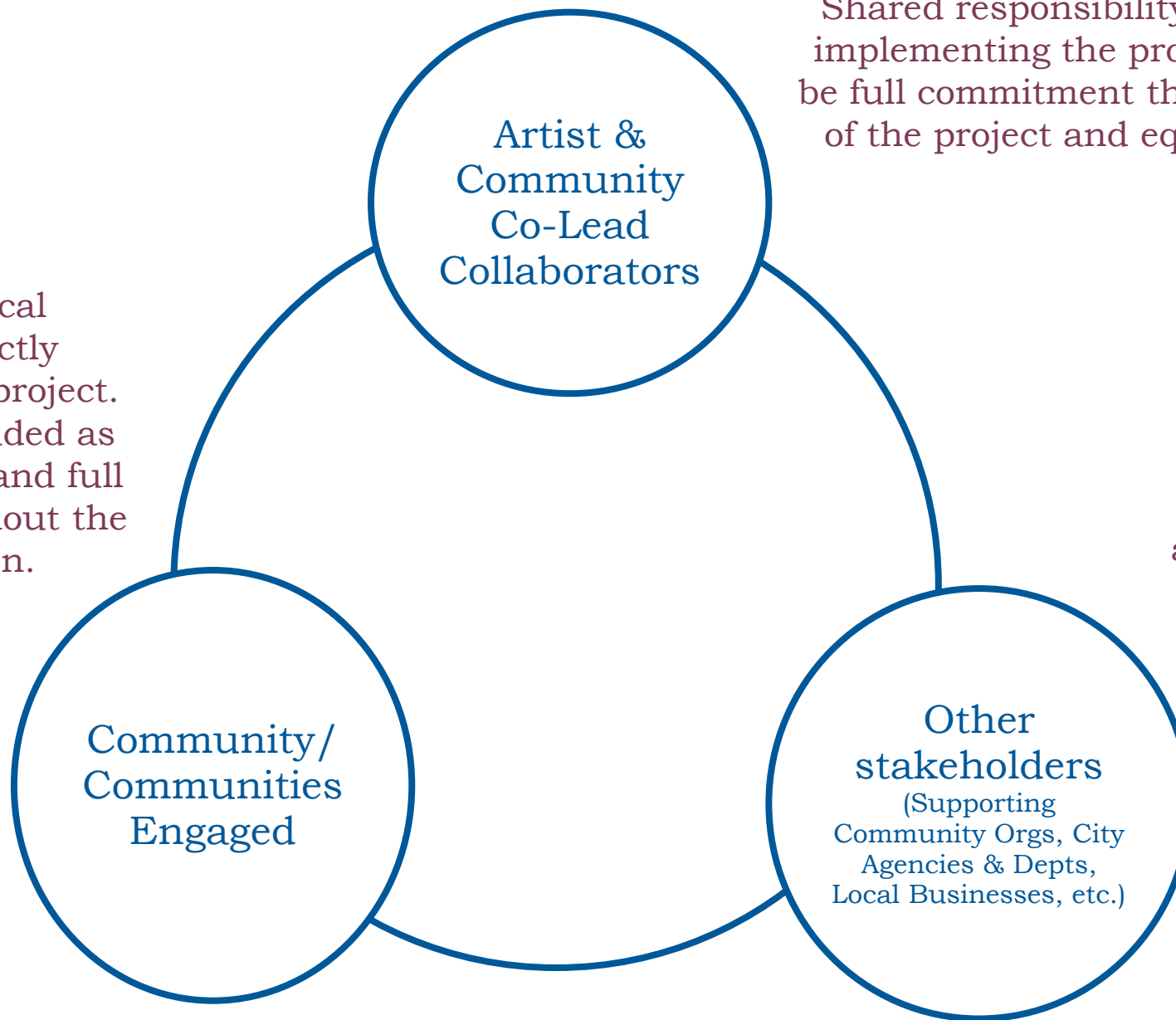
**APPLY NOW!**

[chi.gov/togetherweheal](https://chi.gov/togetherweheal)  **CHICAGO**  
MAKING LIFE BETTER

 YEAR OF HEALING 2022



Residents and local stakeholders directly benefitting from the project. They should be included as intentional partners and full collaborators throughout the project's duration.



Shared responsibility for visioning and implementing the project. There should be full commitment through the duration of the project and equity in labor/pay.

Supporting partners collaborating on logistics and admin processes like permits and access to spaces for long-term community benefit.



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# Priority Communities

As part of the pathway toward long-term transformation, this grant provides needed resources for local artists and cultural organizations representing communities that have seen economic inequality and community safety issues exacerbated by COVID-19.

- Applications will be accepted from all parts of the city qualifying as disproportionately impacted (including low-income communities, qualified census tracts, and communities designated by the City of Chicago as high priority for health and safety).
- Priority will go to neighborhoods and commercial corridors identified through the City of Chicago's INVEST South/West initiative; additional community areas identified through the City of Chicago's Our City, Our Safety initiative; and community areas that have not received direct funding through DCASE's other Cultural Grants Program over the past two years.



# List of Priority Communities

Albany Park, Archer Heights, Armour Square, Auburn Gresham, Austin, Avalon Park, Burnside, Chatham, Chicago Lawn, Douglas, East Garfield Park, Englewood, Fuller Park, Gage Park, Grand Boulevard, Greater Grand Crossing, Hegewisch, Humboldt Park, Montclare, Morgan Park, New City, North Lawndale, Oakland, Pullman, Riverdale, Roseland, South Chicago, South Deering, South Lawndale, South Shore, Washington Park, West Garfield Park, West Englewood, West Pullman, Woodlawn



# Grant Details

## Funding Types

- **Activation Grants (up to 30 grants):** \$25,000 and \$45,000 grants for neighborhood-focused projects such as walking or bike tours or performances and other activations that may result in temporary or permanent changes to the built environment or physical character of a place
- **Transformation Grants (up to 20 grants):** \$100,000, \$250,000 and \$500,000 grants represent substantial community projects that are ready for full implementation with the necessary partners, community support, and funding to complete and result in a transformative physical improvement
- Proposals and supporting documents should illustrate the collaborative team's capacity to accomplish the proposed project and are not dependent on the current operating budget of the applicant(s). However, applicants will need to adhere to certain City, State, and Federal requirements as a condition of accepting a grant.
- We anticipate making up to 50 grants through this program.
- Grant requests can range from \$25,000 - \$500,000 across several funding tiers



# Project Components

## Project Focus:

- Projects should activate public spaces; promote health and safety; and encourage movement, recreation, and connection.
- New and existing projects that highlight a community's history, culture and assets are encouraged. Projects should leverage the creative potential present in communities and honor work already taking place.
- Projects should invite people to interact through dialogues, activations, and/or creative problem solving.

**Artistic Focus:** Projects can be focused on any artistic discipline including architecture, culinary arts, curatorial arts, dance, design, film, literary arts, media arts, music, performance art, photography, public art, social practice, theater, or visual arts.



# Project Components

**To be considered for funding, projects must be place-based and must meet the following criteria:**

1. All project work and programming must be free to the public.
2. All projects must have a robust community engagement plan or strategy that outlines how residents, businesses and other local stakeholders will contribute to the vision and development of the project.
3. Projects should also result in a tangible physical improvement to a publicly accessible space like a plaza, park, vacant lot, or other underutilized community space.
4. For cultural programs that will happen in multiple neighborhoods, a tangible physical improvement is not a required component.





# Project Components

Applicants are encouraged (but not required) to consider other elements in their program design:

- **Preservation of local cultural assets and sites of memory** that protect the histories, relationships, and impacts of local heritage and culture keeping practices
- **Cross Sector Initiatives** including partnerships with organizations and agencies focused on housing, environment, immigration, public safety, health, youth development, transit, etc. that activate the arts alongside other quality of life issues and sectors to propose creative solutions benefitting communities.
- Applicants desiring to work with city departments and agencies (such as parks, libraries, schools, transportation, planning, etc.) should see the supplemental City Agency Partner Guide for available opportunities and current procedures as they shape proposals and seek letters of support.



# Project Examples

## Activation Grants:

- A writer/storyteller partners with a local chamber of commerce to interview local businesses and organizations about the rich history of the community and their visions for its vibrant future. The stories are collected and performed at a neighborhood book fair. Drawing on these stories, neighborhood billboards are created and installed to inspire community pride and revitalization.
- A performance group partners with a local church to design a series of conversations, walking tours, and performances to address crime reduction and mental wellness in the community. Documentation from the activation series is installed in and around the church via community portraits with text illustrating community-sourced strategies for healing and wellness.

## Transformation Grants:

- A community-based organization partners with a group of visual artists on a neighborhood planning process that will engage residents in designing and building a community sculpture garden in a vacant lot that includes flowers and edible plants.
- A grassroots architecture firm partners with several neighborhood organizations to create outdoor built environments for people to gather and express their creativity.
- An arts organization partners with community leaders and the parks to support the development of an arts incubator space for rotating artists in residence, gallery space, and youth arts programming in a park fieldhouse.



# Learning Cohort

**Grantees will have the opportunity to participate in a range of learning cohort support activities with access to technical assistance to support their specific project ideas including:**

- “Creative Placekeeping” Starter Series – Orientation series for grantees to share project plans and receive useful city connecting toolkit resources
- Peer Exchange – Opportunities for grant teams to come together to network, problem solve, and share learnings
- Tactical Workshops – Workshops tailored to projects by type and scale that are also responsive to specific collaborating teams’ needs (e.g., partnership, program planning, evaluation, marketing, etc.)
- Strategic Guidance – Customized resource and consultation lists; practical and tactical advice; troubleshooting as challenges arise



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# Eligibility Criteria

**Only one application submission per collaborative team (i.e., primary artist and community collaborators) will be accepted.**

To be eligible to apply, partner applicants must meet the following criteria:

- Must reside in the city of Chicago with a valid street address.
- Must reside in or show evidence of significant connection to the neighborhood/community area where the project will take place. It is preferred, but not required, that at least one member of the collaborative pair be a current resident of the neighborhood where the proposed project will take place.
- Must be at least 18 years of age.
- One of the partner applicants must be a nonprofit or the partner applicants must select a nonprofit fiscal sponsor. Fiscal sponsors must submit a copy of the signed agreement with the grantee as part of the contract paperwork.
- Projects must take place in a qualified location. The City will work with applicants to identify alternative locations if necessary due to American Rescue Plan requirements.



# Eligibility Criteria

## **The following entities may apply:**

- Individual artists, cultural producers, or curators.
- Individuals/collectives applying with a nonprofit fiscal sponsor with 501(c)(3) or 501(c)(6) status.
- Any nonprofit organization, Special Service Area (SSAs) or Chamber of Commerce with 501(c)(3) or 501(c)(6) status, including religious institutions that provide significant services to the community that are non-religious in nature.
- National nonprofit organizations with a Chicago branch.

## **The following entities cannot be listed as one of the lead applicants on a proposal. However, collaborations with these entities are welcome.**

- For-profit organizations.
- Municipal departments and their affiliate 501 c3s, including libraries, parks, schools, transit, and family services agencies
- Organizations and individuals receiving other forms of DCASE support remain eligible to apply; however, priority will be given to those not receiving other DCASE support.



# Eligibility Criteria

## **Funds can be used to support:**

- Program, community engagement, and other administrative expenses including venue rental, artist and participant fees, materials, supplies and other insurances, permits and fees required to implement the project.
- Costs associated with physical improvements including remediation and site cleanup of publicly owned facilities or spaces and/or publicly visible improvements to commercial properties or vacant lots.

## **Funds CANNOT be used to support:**

- The purchase of land and or buildings
- The purchase of permanent, depreciable equipment valued at more than \$5,000
- Fundraising events or campaigning for a candidate or a ballot issue
- Religious education, ceremonies, or events
- Vehicle rental of any kind
- Artists or organizations with outstanding, existing debt with the City of Chicago. Debt does not need to be resolved prior to submitting an idea but will need to be in order to receive a payment from the city. Please set up payment plans or pay off any existing debt (parking tickets, utility bills, etc.) with the Department of Finance: [www.chicago.gov/city/en/depts/fin.html](http://www.chicago.gov/city/en/depts/fin.html)



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# How to Apply

- **Key Roles** – Brief artist and community co-applicant introductions and artistic/programming/organizing history, identifying each lead collaborator’s primary tasks in the project
  - There are two applicant sections, one for each of the lead applicants. Each applicant needs to select whether they are an organization or individual to see what materials and info is needed from them.
  - While CPP conceives of the two applicants as co-leads, one of them will serve as the “Lead Applicant” on the application to designate who holds financial responsibility for the grant.
  - Applicants should make sure they names as “Last Name, First Name” for their legal name if they are an individual. If both applicants are individuals, applicants will need to upload fiscal sponsor materials in the Additional materials section.
- **Project Description & Overview** – Includes project proposal, timeline, and planning overview; where applicable, include translation and disability support services as part of your project plan
- **Project Rationale & Justification** – Explanation of project’s connection to Year of Healing goals, collaborative team’s alignment with project focus, and potential impacts for centered communities



# How to Apply

- **Project Budget** – Submit a complete budget that captures the total project budget, not just the grant amount (if you are seeking additional funding)
- **Preparation for the Work** – Share why and how your team is prepared to embark on this project at this time. What are the relationships, working styles, approaches to collaboration and community engagement that you bring to this work?
- **Bios/Resume** – Current chronological artistic and/or community history of work for co-applicant leads and for any significant partners
- **Work Samples** – Include recent samples of creative and/or community organizing work
- **Letters of Support** – Include letters from key partners essential to your project's success
  - 1 letter for Activation Grants
  - 2 letters for Transformation Grants
- **Demographic Information**
- **Proof of Chicago residency**

# Project Budget

## General Tips

- Remember that the budget helps to tell the story!
- Complete, accurate, and realistic
- Budget should align with proposal – all components should be accounted for
- Total Expenses cannot be greater than Total Income
- If project expenses are larger than grant request, make sure to include the complete project budget, not just the budget for the grant funds!

### \* Project Budget

Please complete a project budget using the [template here](#) Download and open the template as an Excel file. This document contains two worksheets. The first worksheet is the budget template that you must fill out. The second worksheet includes instructions and tips to help you complete your project budget. You can move between the two worksheets by clicking "Budget Template" and "Instructions" at the bottom of the attached document. Complete the appropriate fields, save as a PDF on your computer, and upload it here

Upload File

Please also include financial statements from the lead applicant organization's most recently completed fiscal year (FY20 financials can be accepted if your fiscal year end date is between June 30-December 31).

- Organizational budgets less than \$300,000: Please submit a copy of your Federal Form 990, 990EZ, or 990N e-postcard.
- Organizational budgets over \$300,000: Please submit a copy of your Federal Form 990 or your audited financial statement.
- If your financial statement is from FY20, or if you are submitting a 990 postcard, please also submit a year end actuals statement for FY20 or a copy of State Form AG990-IL from 2020.

Upload File

### \* Supporting Artist & Community Partner Fees

Please provide a breakdown of all supporting artist and community roles that would be paid with this grant if received. **Use this Format:** Name of artist (if known), type of artist or community role (e.g., dancer, guitarist, cinematographer, community organizer, gardening consultant, etc.), dollar amount to be paid.

(500 character maximum)

### \* Project Budget Explanation

Use this space to provide any narrative or descriptive information that might help grant reviewers to best understand your budget. If certain line items are significant and not easily understood from your project narrative, you may want to include a description of the specific expenses or income that make up those line items. **If you plan to use this grant to purchase equipment, please describe the equipment, why it's needed, and how it will help you in the development of your body of work both during and after the project's completion.**

(1000 character maximum)

**Together We Heal Creative Place 2022 Project Budget**

Lead Applicant Name:

Duration of Proposed Project:

COMMITTED OR PENDING?	EXPENSES COVERED BY DCASE (\$)	EXPENSES COVERED BY OTHER FUNDING (\$)	TOTAL (\$)	NARRATIVE: Please explain in detail what income/expenses you have included in each line item.
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**PROJECT INCOME**

Grant Requested (Funding Tiers: 25K, 50K, 100K, 250K, or 500K)

PENDING

Earned Revenue (e.g. ticket sales, album sales, etc.)

Personal or Organizational Share

Contributed Revenue (e.g. , grants, cash/noncash donations)

Individuals

Corporate

Foundation

Government (non-DCASE government funding)

In Kind

Other Income (please specify)

**TOTAL INCOME**

\$0.00



## Together We Heal Creative Place 2022 Project Budget

Lead Applicant Name:					
Duration of Proposed Project:					
	<b>COMMITTED OR PENDING?</b>	<b>EXPENSES COVERED BY DCASE (\$)</b>	<b>EXPENSES COVERED BY OTHER FUNDING (\$)</b>	<b>TOTAL (\$)</b>	<b>NARRATIVE: Please explain in detail what income/expenses you have included in each line item.</b>
<b>PROJECT EXPENSES</b>					
<b>Program/Artistic Expenses</b>					
Primary collaborator #1 payment for project work (% depends on funding tier)				0.00	
Primary collaborator #2 payment for project work (% depends on funding tier)					
Other Artist and/or Consultant Fees				0.00	
Accessibility Accommodations (ASL, brailled materials, alternative text, etc.)					
Technical Personnel/Services				0.00	
Materials and Supplies				0.00	
Printing / Copies				0.00	
Space Rental				0.00	
Equipment Purchase (up to \$5,000)				0.00	
Equipment Rental				0.00	
Residency/Workshop Fee				0.00	
Mailing / Shipping / Cargo/ Freight				0.00	
Local Travel (mileage/public transportation, rideshare/taxi, etc.)					
Airfare*				0.00	
Lodging*				0.00	
Train/bus tickets*				0.00	
Other travel expenses				0.00	
Other (please specify)				0.00	





<b>Administrative Expenses</b>					
Legal and Accounting Personnel				0.00	
Other Administrative Personnel				0.00	
Marketing / Advertising / PR Outreach				0.00	
Fundraising				0.00	
Other (please specify)				0.00	
<b>Expenses covered by in kind support</b>				0.00	
<b>TOTAL EXPENSES</b>		\$0.00	\$0.00	\$0.00	
DCASE Percentage share of Project Expenses		#DIV/0!			

*Please Note: Total Expenses (E43) cannot be greater than Total Income (E13)*



# How to Apply

## Video/Audio Option:

- If you prefer to describe your project via a video or audio recording, you can provide abbreviated written responses and upload or provide a link to a video or audio recording of your responses to the narrative questions.
- **Media applications should include all of the written application components and should be a maximum of 8 minutes in length.**

## Other Helpful Tips:

- Draft the application narrative in a separate document and then paste it into the application.
- Be sure to follow the character limits for each narrative response.
- Do not use any special characters in the CyberGrants narrative.



# **Application Supports**

Contact [culturalgrantmaking@cityofchicago.org](mailto:culturalgrantmaking@cityofchicago.org) for assistance with:

- Completing the application in another language
- Reasonable accommodations to apply for an individual with a disability



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# Review Process

All proposals will be reviewed by an external grant review panel including residents of priority neighborhoods and subject matter experts. Consideration is given to creating review panels reflective of the city, including artistic expertise, race, gender, geographic knowledge of the city, and cultural understanding.

- **Strength of proposed project:** The proposed project possesses artistic merit and vision alongside quality, meaningful opportunities to engage Chicago residents in arts and culture activities over the duration of the grant (two years).
- **Connection to Year of Healing:** Project clearly relates to the Year of Healing by addressing racial, economic and health disparities. Projects will create a platform for dialogue, address a community need or challenge, build social cohesion, and/or provide opportunities for engagement and/or employment of historically marginalized groups.
- **Clarity & feasibility:** The proposed project has a clear timeline, goals, and objectives for the duration of the project in line with the requested budget and is inclusive of additional personnel, materials/supplies, or equipment needed. We value applicants who can show both structure and flexibility in their project planning and implementation.



# Review Process cont.

- **Benefit to communities:** The project's potential to benefit Chicago residents and strengthen communities by advancing local economic, physical, and/or social outcomes that respond to neighborhood priorities. We value projects that provide deep, enriching experiences for participants.
- **Community experience:** The applicant demonstrates deep relationship building and tending skills with artists and partners in communities/neighborhoods identified in the proposal. Applicants and their partners demonstrate experience working in, on behalf of, and leading communities; including outreach and engagement, strong listening skills and attention to detail.
- Additionally, the activities must meet the requirements of the [American Rescue Plan's State and Local Fiscal Recovery Funds program](#). The City may request revisions in the proposed project to ensure compliance.



# Timeline

Event	Dates
Application Portal opens	June 15, 2022
Online Info Session	June 22, 2022 @ 5pm
Online Info Session	July 7, 2022 @ 12pm
Application deadline	Wednesday, July 20, 2022 5:00 PM CST No Extensions will be granted
Notifications	Late August 2022
Year of Healing 2022 Summit	September 22, 2022
Payments Disbursed	October 2022 – Grant payments will be made in two annual installments
Grant Period	October 2022 – October 2024. This is the time during which grant funds must be spent.



# In Person Application Workshops

Register at: [chi.gov/togetherweheal](https://chi.gov/togetherweheal)

**Sunday, July 10 2-3:30pm:** Albany Park Library, 3401 W Foster Ave, Chicago, IL 60625

**Monday, July 11 5:30-7pm:** Legler Regional Library, 115 S Pulaski Rd, Chicago, IL 60624

**Tuesday, July 12 3-4:30pm:** Coleman Library, 731 E 63rd St, Chicago, IL 60637

**Wednesday, July 13 5:30-7pm:** Altgeld Library, 955 E 131st St, Chicago, IL 60827

**Thursday July 14 4:00-5:30pm:** Humboldt Park Library, 1605 N Troy St, Chicago, IL 60647



# Other Opportunities

## **Request For Qualifications (RFQ) for MOPD Field Office Artist-in-Residence Program**

Deadline to Apply: Thursday, July 21, 2022 at 5pm, CDT

Information Session: Friday, July 15 from 10-11am on Zoom

## **Chicago Band Roster Grant Program Application**

Application deadline for the second round of funding is July 25, 2022

## **Apply to be a grant review panelist**

See the Cultural Grants page for more information on how to apply



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# QUESTIONS

Contact Meida McNeal, Senior Manager, Arts & Community Impact Investments, DCASE at  
[meida.mcneal@cityofchicago.org](mailto:meida.mcneal@cityofchicago.org)